

LAND REGISTRY IRIS ONLINE SERVICES

HOW TO SUBSCRIBE

- (1) Customer shall complete an Application Form (LR/OLS/1) and a Direct Debit Authorization Form (LR/OLS/2) and send the completed forms together with payment for the following fees and deposit for each account to the Land Registry:

- fee for application HK\$1,500
- fee for Supplementary Login ID (HK\$750 each)
- deposit

- (2) The amount of initial deposit payable will be made with reference to the monthly search and ordering land records volume estimated by Applicant. The deposit is calculated on Applicant's 2-month usage, the minimum amount payable being HK\$500.

Example : Search / ordering land records volume per month = 200 searches / 50 orders

Fee per search / order of land record = HK\$25 / HK\$100

Deposit payable = HK\$25 × 200 (searches) × 2 (months) +
HK\$100 × 50 (orders) × 2 (months)

= HK\$20,000

- (3) The Land Registry will issue an approval letter which contains an **IRIS Online Services Subscriber Account Number, Login ID(s) and password(s)** to the successful applicant.

**FOR ENQUIRIES ON HOW TO SUBSCRIBE TO IRIS ONLINE SERVICES,
PLEASE CONTACT THE LAND REGISTRY CUSTOMER SERVICES HOTLINE
AT (852) 3105 0000**